



LOWELL PUBLIC SCHOOLS
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To: Dr. Joel D. Boyd, Superintendent
From: Latifah Phillips, Chief Equity and Engagement Officer
Date: January 13, 2020
Subject: School Site Councils

Please see the proposed monthly schedule for school site council training and implementation of site-based budgeting process.

January

- Assessment of current school site councils at each school
- Recruitment of candidates for open seats on site councils
- Training for principals around school site council requirements

February

- Finalization of school site councils for remainder of 2019-2020 school year
- Updating of school site council information on school websites
- Training of school site councils around general role of school site councils and school budgeting process
- Development of School Plans and Priorities
 - Review of data
 - Identification of achievement and opportunity gaps, disproportionalities and disparities

March

- Continuation of the development of school plans and priorities
 - Review of data for achievement and opportunity gaps, disproportionalities and disparities
- School budget preliminary allocations and school site council decision-making
- Central office budget support drop-in sessions
- School stakeholder outreach and input

April

- Final budget decisions
- School site council sign off of school budget
- Individual school budget review and collaboration with central office

May

- School site council and budget process debrief session
- Preparation for 2020-2021 school site council improvement